



Long Beach Fire Department Bureau of Fire Prevention

Knox Box eApproval
Online Ordering Instructions

STEP #1:

Go to: www.knoxbox.com

STEP #2:

Click **BUY** on top right hand corner of the Knox home page

BUY

STEP #3:

In **FIRE DEPARTMENT/AGENCY NAME** box type the following: **Long Beach Fire Prev Bur** and click **SUBMIT**

Knox Online Store

To purchase Knox products, please enter your local fire department/agency below.

Long Beach Fire Prev Bur

Submit

STEP #4:

Scroll the page to find the requested/suggested Series (i.e.: 1650, 3200);
Click **Select & Configure**

Select & Configure

STEP #5:

Make the appropriate selections for the box and click **ADD TO CART**.

ADD TO CART

STEP #6:

Fill out the installation address information

- For Single Item: Click **SUBMIT**
- For Multiple Items: Click **SAVE & ADD ANOTHER ADDRESS**
- Do not click Submit until all addresses have been added.

Submit

Save & Add Another Address

STEP #7:

The item will be placed in the **SHOPPING CART**;
Review all items for accuracy, and click **SUBMIT FOR eApproval**.

Submit for eApproval

For any further questions regarding Knox Box eApproval, please contact the Fire Prevention Bureau via email: LBFDKnoxRequests@longbeach.gov or telephone **(562) 570-2563**.

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3205 Lakewood Blvd, Long Beach, CA 90808 (562) 570-2563 / FAX (562) 570-2566